

**The University of Chicago
Gleacher Center
450 North Cityfront Plaza Drive
Chicago, IL
Wednesday, August 13, 2003**

8:00 AM - Registration
8:30 AM - Conference Begins
5:00 PM - Conference Ends

Every year, the federal government buys over \$200 billion in goods and services. Additionally, state and local governments are major purchasers.

Is your small business capitalizing on this opportunity? Both potential and current small businesses are encouraged to attend this conference to gain insight on how to successfully compete for city, state and federal contracts.

*You can learn more about the vast government marketplace and how you can sell your products and services by attending the **Federal Executive Board's Procurement, Business Matchmaking and Training Conference.***

- *Learn about eligibility requirements and contractual assistance available from federal, state and local agencies.*
- *Learn how to finance your marketing efforts and your contract activities.*
- *Meet representatives of government agencies to discuss upcoming contracting opportunities.*
- *Learn about the **HUBZone Empowerment Contracting Program.***

BREAKOUT SESSIONS

- Certification
- Locking in the GSA Schedule
- Financial Growth
- Strategic Alliance Mentor-Protégé Programs
- Doing Business with Government and Private Sector

INVITED SPEAKERS

- U.S. Congressman Donald Manzullo, Chairman of the House Committee on Small Business
- U.S. Congressman Danny Davis, Member of Small Business Committee

PARTICIPATING AGENCIES AND EXHIBITORS

- Argonne National Laboratory
- City of Chicago Department of Procurement Services
- Federal Executive Board's Procurement Roundtable
- Illinois Dept. of Commerce and Economic Opportunity
- Mexican American Chamber of Commerce
- The University of Chicago
- U.S. Army Corps of Engineers
- U.S. Department of Energy
- U.S. Department of Housing and Urban Development
- U.S. Department of the Navy
- U.S. Department of Defense
- U.S. Environmental Protection Agency
- U.S. General Services Administration
- U.S. Small Business Administration
- U.S. Veterans Administration
- Women's Business Development Center

All of the SBA's programs and services are provided to the public on a nondiscriminatory basis. Reasonable arrangements will be made for persons with disabilities if we are contacted at least one week in advance. Please contact Elestine Harvey at elestine.harvey@sba.gov.

Questions: (312) 353-4599.

REGISTRATION, PAYMENTS, CANCELLATIONS AND SUBSTITUTIONS:

Name _____
Company _____
Address _____
City-State-Zip _____
Area Code-Phone: () _____
Area Code-Fax: () _____
Email: _____

LIMITED SPACE AVAILABLE! DEADLINE FOR ADVANCE PAYMENT: THURSDAY, AUGUST 7, 2003

- Enclosed is my payment in the amount of \$55.00 (WORKSHOP AND LUNCH) _____
- Enclosed is my payment in the amount of \$35.00 (WORKSHOP ONLY) _____

Credit card payment options:

Cardholder _____

Cardholder Signature _____

Type of credit card: VISA MC AX DC

Registration and Payment:

ADVANCED REGISTRATION:

The conference fee may be paid by Money Order, Cashier's Check, Visa, MasterCard or American Express. **NO PERSONAL CHECKS.** Money Orders and Cashier's Checks MUST be made payable to The CHICAGO FEDERAL EXECUTIVE BOARD (FEB). The FEB will accept VISA, MasterCard, American Express and Diners Club – processing of all credit cards will be done by the FedSource-- PLEASE NOTE: Lunch **REQUIRES ADVANCED REGISTRATION** and is **NOT** available for guests/attendees who elect on-site registration.

**REGISTRATION
OPTIONS**

MONEY ORDERS, CASH AND CASHIERS CHECKS WILL BE ACCEPTED ON THE DAY OF THE CONFERENCE

DAY OF REGISTRATION:

You can pay on the day of the Conference by **Cash, Money Order, or Cashiers Check ONLY!!** You will not be able to attend the luncheon, due to the conference center requirement that we provide, prior to the conference date, a final count of all meals to be served.

Cancellations will not be accepted. You may, however, substitute another individual in your place to attend the conference.

Billing: For your monthly billing records please note: FedSource will process all credit card charges. Your monthly credit card statement will reflect a charge from FED Source on your credit card statement.

ALL NON CREDIT CARD PAYMENTS MUST BE MADE PAYABLE TO:

The Chicago Federal Executive Board

Mail all registration to: The Chicago Federal Executive Board
230 S. Dearborn, Suite 3816
Chicago, IL 60604

*If you need to contact them to obtain a receipt from FedSource
for your credit card charge: Please call (312) 353-6790.*